

Minutes of the Regular Business Meeting of the Board of Education of the Township of Wyckoff, County of Bergen, New Jersey, held on Monday, February 11, 2019 at 6:30 PM, at the Eisenhower Middle School, 344 Calvin Court, Wyckoff, NJ 07481, President Francin presiding.

I. Members Present: Rob Francin, President
 Lisa Martone, Vice President
 Chris Della Pietra
 Renee Kaspar (arrived at 7:00 PM)
 Dan McHugh
 Gina Nico

Absent: Tim Murtha

Staff Present: Dr. Jeffrey Feifer, Interim Superintendent (excused himself at 8:10 PM)
 Ms. Patricia A. Salvati, Business Administrator/Board Secretary

In compliance with the New Jersey Open Public Meetings Law, a notice of the meeting stating time, dates and, location has been sent to The Ridgewood News, The Record, The Suburban News, The Wyckoff Library, and the Township Clerk.

- A. Recognition of Visitors: There were approximately 13 staff members and members of the community present.
- B. The flag salute was led by Dr. Feifer.
- C. Audit Report

The district's auditor, Mr. Gary Higgins, presented the results of the audit for the school year ended June 30, 2018, reporting there were no findings or recommendations. He stated that the district received an unmodified opinion which is the highest level of attestation. Mr. Higgins reviewed the district's surplus balance and invited questions or comments from the public and the Board Members. There were none.

II. COMMUNICATION ON AGENDA ITEMS

When recognized by the President, please state your name and address prior to commenting on an agenda item.

All meetings at which the Board transacts official business must be public (18A:10-6).

As stated in Board Policy: "Meetings of the Board are conducted for the purpose of carrying on the business of the schools and, therefore, are not public meetings, but meetings held in public".

Therefore, once oral communication is closed by the President, no other questions or comments will be permitted until the "Oral Communication" portion at the end of the agenda. At that time, questions do not have to be confined to agenda items. Mr. Francin invited questions or comments from the public. There were none.

III. BOARD PRESIDENT'S REPORT

Mr. Francin gave an update on the Superintendent Search and spoke about the challenges the District is experiencing in hiring a Superintendent due to the salary caps that are currently in place. He stated that until a permanent Superintendent is hired, the district's affairs are in the capable hands of Dr. Feifer.

IV. COMMITTEE REPORTS

A. 1. Communications

Ms. Nico reported that a Committee Meeting was recently held to recap the branding project.

2. Policy/Legislation Committee

Mr. McHugh reviewed the policies which are up for first reading on the agenda.

3. Education Committee

Ms. Martone reported that "Art Studio" is a new initiative and is thriving. She also spoke about new field trips on the agenda, Kindergarten registration, a K - 8th Grade STEM event that she attended and the Wyckoff STEM for Girls Club.

4. Finance Committee

Mr. Della Pietra spoke about the annual audit. He reported that the budget process is ongoing and the challenges of staying within the 2% cap. He announced that the meeting to adopt the tentative budget will be held on Monday, March 18th. At the March 25th Regular Business Meeting there will be a brief presentation of the budget and the formal Public Budget Hearing will be held on April 29th.

5. Facilities Committee

Mr. McHugh reported on the bidding process for the Sicomac Electrical Upgrades, the Lincoln HVAC upgrade and the Food Service Management Company.

Mr. McHugh discussed proposed changes to the Coolidge School Main Office and the Nurse's Office.

6. Personnel Committee

Mr. Francin said the Committee is looking at enrollment for next year along with the budget as part of the scheduling process. The Committee is also actively involved in the Superintendent Search.

7. Negotiations

Chris Della Pietra reported that a preliminary meeting was held in December with the Wyckoff Administrators Association

V. INTERIM SUPERINTENDENT'S REPORT

Dr. Feifer spoke about the audit that resulted in no recommendations and congratulated Ms. Salvati and the Board Office staff for a great job.

Dr. Feifer also reported on the following:

- A. Enrollment – 1928 students
- B. Disciplinary Incidents - none
- C. Administrative Meetings
- D. Eisenhower Middle School was re-designated as a "School to Watch".
- E. Martin Luther King Day Observances
- F. 2019-2020 Calendar
- G. School Highlights
- H. Global Play Day
- I. Art Show at YMCA
- J. In-Service Offerings
- K. Scheduling
- L. Comments on Agenda Items

- A6 – Donations
- C1 – Leave Requests
- C2 – Leave Replacements
- C4 – HIB Coordinator
- D1 – Preschool Scholarship
- D4 – Fierce Conversations
- E2 – Policy and Regulations
- E3 – COOP (Continuation of Operations Plan)
- E4 – Memorandum of Agreement
- E5 – Semi Annual SSDS Report

VI. ACTION ITEMS

Motion by Dan McHugh seconded by Lisa Martone to amend agenda Item # GOV.1 to reflect revised travel dates for two staff members.

Roll Call Vote –

Della Pietra –YES Kaspar—YES Martone – YES Murtha – ABSENT

Nico – YES McHugh – YES Francin – YES

Motion by Chris Della Pietra seconded by Gina Nico to approve the following agenda items:

A. FISCAL MANAGEMENT

1. Minutes as follows:

- a. January 7, 2019 – Reorganization Meeting
- b. January 7, 2019 – Private Executive Meeting
- c. January 12, 2019 – Special Meeting
- d. January 12, 2019 – Private Executive Meeting
- e. January 14, 2019 – Work Session
- f. January 14, 2019 – Regular Business Meeting
- g. January 14, 2019 – Private Executive Meeting
- h. January 19, 2019 – Special Meeting
- i. January 19, 2019 – Private Executive Meeting
- j. January 26, 2019 – Special Meeting
- k. January 26, 2019 – Private Executive Meeting
- l. February 5, 2019 – Special Meeting
- m. February 5, 2019 – Private Executive Meeting
- n. February 6, 2019 – Special Meeting
- o. February 6, 2019 – Private Executive Meeting

2. To approve the Bill List as follows:

DATE	DESCRIPTION	WARRANT NO.	AMOUNT
01/15/19	Payroll - Net Pay	Wire Transfer	647,047.02
01/15/19	Payroll - Agency	Wire Transfer	478,352.73
01/15/19	Payroll - FICA	Wire Transfer	80,001.35
01/30/19	Payroll - Net Pay	Wire Transfer	617,948.53
01/30/19	Payroll - Agency	Wire Transfer	475,097.62
01/30/19	Payroll - FICA	Wire Transfer	77,516.29
01/21/19	Bills List	24171-24304	455,589.06
01/29/19	Bills List	24305	812.00
02/11/19	Bills List	24306	2,500.00
02/15/19	Health Benefits	Wire Transfer	437,057.84

- 3. **BE IT RESOLVED** to approve the budgetary transfers as per attached.
- 4. **BE IT RESOLVED** that the Board of Education acknowledges and accepts the certification from the Board Secretary that as of month ending December 31, 2018 no line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.
- 5. **BE IT FURTHER RESOLVED** that the Wyckoff Board of Education acknowledges that it receives and accepts the Board Secretary's and Cash Report for the month ending December 31, 2018 and certifies that the report indicates that no major account or fund is over expended in violation of N.J.A.C. 6A:23A-16.10(c)4 and that sufficient funds

are available to meet the district's financial obligations for the remainder of the fiscal year.

6. To approve, with gratitude, the acceptance of gifts as follows:

To:	Coolidge School	Donation/Dollar Amount
From:	<i>Coolidge PTO</i>	
	Colorado 2-Quad Zoom Stage Lights	\$2,500.00
From:	<i>Loretta Ross</i>	
	Royalty and Rental Fee for School Musical, "Chitty Chitty Bang Bang"	\$685.00
To:	Washington School	Donation/Dollar Amount
From:	<i>Washington PTO</i>	
	Cultural Assembly	\$ 626.50
	Media Center (Books)	\$193.55
	PTO Hospitality	\$45.00

7. To authorize the Business Administrator to request a waiver from participating in the Special Education Medicaid Initiative Program (SEMI) for the 2019-2020 school year in accordance with N.J.A.C. 6A:23A-5.3, based on the district's demonstration that participation in SEMI would not prove a cost benefit to the district.
8. To accept the Comprehensive Annual Financial Report (CAFR) and Auditors' Management Report (AMR), with no audit recommendations, for the fiscal year ending June 30, 2018, as prepared by the firm of Lerch, Vinci & Higgins, Certified Public Accountants, as per N.J.S.A. 18A:23-5.

9. **WHEREAS**, a number of Boards of Education in Bergen County have joined together to form a Joint Insurance Group as permitted by N.J. Title 18A-.18B and;

WHEREAS, said Group was approved effective July 1, 1985 by the New Jersey Commissioner of Insurance and has been in operation since that date and;

WHEREAS, the Bylaws and regulations governing the creation and operation of this Insurance Group contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Group, and;

WHEREAS, the Board of Education of Wyckoff has determined that membership in the Northeast Bergen County School Board Insurance Group is in the best interest of the District;

NOW THEREFORE, be it resolved that the Board of Education of Wyckoff does hereby agree to renew membership in the Northeast Bergen County School Board Insurance Group and hereby accept the Bylaws as approved and adopted. The renewal term is from July 1, 2019 to June 30, 2022.

BE IT FURTHER RESOLVED that the Board Secretary/Business Administrator is authorized to execute the application for membership and the accompanying certification on behalf of the District and;

BE IT FURTHER RESOLVED that the Board Secretary/Business Administrator is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the Group as are required by the Group's Bylaws and to deliver the same to the Executive Director.

10. To approve the participation in the Hunterdon County Educational Services Commission ("HCESC") cooperative pricing system for the procurement of goods and services.
11. **WHEREAS**, the Wyckoff Board of Education has approved the participation in the Hunterdon County Educational Services Commission ("HCESC") cooperative pricing system; and

WHEREAS, the Wyckoff School District desires to purchase Apple technology products included in quote number 2205100951 in the amount of \$85,669.50 under the HCESC contract;

THEREFORE, BE IT RESOLVED that the Wyckoff Board of Education hereby authorizes the purchase of the products listed in quote number 2205100951 at a total cost of \$85,669.50 which will be funded in the 2018-2019 school year.

B. OPERATIONS AND MANAGEMENT None

C. PERSONNEL

1. **BE IT RESOLVED** that the Wyckoff Board of Education accepts the following Leave Requests:

NAME	POSITION	APPROXIMATE EFFECTIVE DATE	APPROXIMATE END DATE
Nancy Perry	Math Specialist - Coolidge	1/2/19	2/25/19
Amy Castiello	Grade 5 – Lincoln	2/18/19	3/8/19
Gene Gurick**	Elementary Instrumental Music	11/19/18	6/30/19
Nancy Williams	Nurse - Sicomac	2/18/19	4/15/19
Kimberly Simon	Grade 7 Science - Eisenhower	5/29/19	6/25/19

** Revised to Intermittent FMLA

2. **BE IT RESOLVED**, that the Wyckoff Board of Education accepts the applications indicated below (*) for emergent hiring for the following appointments under the requirements of N.J.S.A. 18A:16-1 et. seq., N.J.S.A. 18A:39.17 et.seq.; N.J.S.A. 18A:6-4.13 et.seq. All appointments are contingent upon reference checks in accordance with P.L. 2018, c.5.

COOLIDGE ELEMENTARY SCHOOL

Genevieve Day, Math Specialist, Leave Replacement for Nancy Perry

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COOLIDGE ELEMENTARY SCHOOL

Genevieve Day, Math Specialist, Leave Replacement for *Nancy Perry*
 BA1, \$51,425 pro-rated, approximate effective dates 1/21/2019 – 2/22/2019

Genevieve Day, Grade 3, Leave Replacement for Kristin Heymann
BA1, \$51,425 pro-rated, approximate effective dates 3/11/2019 – 6/30/2019

EISENHOWER MIDDLE SCHOOL

Chelsea Bishay, Science, Leave Replacement for Tara DiScala
MA8, \$61,572 pro-rated, approximate effective dates 2/25/2019 – 6/30/2019

BOARD OFFICE

Jeffrey Feifer, Interim Superintendent replacing Richard Kuder
\$652.65 per day, approximate effective dates 1/1/2019 – 6/30/2019

- 3. **BE IT RESOLVED**, that the Wyckoff Board of Education accepts the following additional hours:

NAME	POSITION	REASON	# HOURS @ Hourly Rate
Cinzia Rodano	Playground Aide – Lincoln	Additional Hours to Review Job Responsibilities and Responsive Classroom Training	.25
Maria Bollenbacher	Playground Aide – Lincoln	Additional Hours to Review Job Responsibilities and Responsive Classroom Training	.25
Tara Graham	Playground Aide – Lincoln	Additional Hours to Review Job Responsibilities and Responsive Classroom Training	.25
Elizabeth Behar	Playground Aide – Lincoln	Additional Hours to Review Job Responsibilities and Responsive Classroom Training	.50
Karren Baldassare	Instructional Aide	To provide 10 Hours of ABA Training for Parents of Student #102624	10 Hours

- 4. To approve the change in assignment of the HIB Coordinator from Jessica Viola to Stacey Linzenbold.
- 5. To approve the revisions to the Substitute List for the 2018-2019 school year as follows:
- 6. To permit Kasey Finn, a student in the K-6 teacher education program at Montclair State University, to observe, for approximately two hours, an inclusive classroom in Lincoln School during the spring of 2019.

D. INSTRUCTION AND PROGRAM

- 1. To approve the approximate costs associated with the special education placements.

STUDENT NO.	PLACEMENT/PROVIDER	REASON	COST
#942328	Wyckoff PreSchool Program	Tuition for Remainder of 2018-2019 School Year	\$1,687.50
#212229	Windsor Bergen Academy	Tuition for Remainder of 2018-2019 School Year	\$29,021.76
#112424	Home Instruction	Beginning January 28, 2019 10 Hours per Week for 4 Weeks	\$41.60 per hour
#222431	Bergen County Special Services School District	Tuition for Remainder of 2018-2019 School Year	\$37,065.00

2. To approve the following new Field Trip locations:

Northern Highlands Regional High School Planetarium
298 Hillside Avenue
Allendale, New Jersey 07401

Liberty State Park – Ellis Island
200 Morris Pesin Drive
Jersey City, New Jersey 07305

3. To approve the Professional Development Program "Block Play Connection" with City and Country School on March 13, 2019 at Sicomac School at a cost of \$2,000.
4. To approve the Fierce Conversation workshop for the administrative team and instructional coaches provided by Northern Valley Curriculum Center at a cost not to exceed \$2,300.
5. To approve Stenhouse Publishers and Literacy Consultant, Gravity Goldberg, to visit a Grade 5 Sicomac classroom to film Conferring with Readers for one day during the week of March 18, 2019.

E. GOVERNANCE

1. To approve, in accordance with the provisions of N.J.A.C. 6A:23A-7 and Board Policy #6471, reimbursement for travel and related expenses as per attached, where such travel and related expenses have been previously reviewed by the building principal/supervisor, and the chief school administrator has determined that such travel and related expenses promotes the delivery of instruction or furthers the efficient operation of the school district and is fiscally prudent as per the following:

NAME	POSITION	CONFERENCE NAME	DATE(S)	EXPENSES
June Weissman	Discovery Teacher	Morris Plains School District	2/12/19	Travel
Angelo	Technology –	Morris Plains School	2/12/19	Travel

Bonavitacola	Eisenhower	District		
Jigisha Vyas	Instructional Coach - Coolidge	City and Country School Visit	2/14/19	Travel
Grace White	Director of C & I	2019 Mandatory District Test Coordination and District Technology Coordinator Training	2/21/19	Travel
Jason Opremcak	Technology - EMS	2019 New Jersey Student Learning Assessments Training	2/25/19	Travel
Barbara Pepe	Media Center - EMS	2019 New Jersey Student Learning Assessments Training	2/25/19	Travel
Daniel Dodd	Physical Ed Teacher – Washington	New Jersey Association for Health, Physical Education, Recreation and Dance	2/25/19 – 2/26/19	Travel, Registration Fees, Accommodations Meals
Mike Patanella	Technology - Lincoln	Pairing Your Classroom with iPads	2/27/19	Travel
Stacey Linzenbold	Supervisor of Special Projects	Pairing Your Classroom with iPads	2/27/19	Travel
Laura Lucchetto	Technology – Sicomac	Pairing Your Classroom with iPads	2/27/19	Travel
Jodi Levine	Technology – Coolidge	Pairing Your Classroom with iPads	2/27/19	Travel
Hadassa Erlanger	School Psychologist	Trauma Informed Schools and Mental Health in Schools – Engaging Students and Preventing Issues of Concern	3/6/19	Travel
Rob Famularo	Principal Coolidge	TCNJ Interview Day	3/8/19	Travel
Debbie Herold	Director of Student Personnel Services	TCNJ Interview Day	3/8/19	Travel
John Doller	Supervisor Buildings and Grounds	2019 NJSBGA Conference/Expo	3/10/19 – 3/13/19	Travel, Registration Fees, Accommodations Meals
Sue Dobson	Guidance - EMS	NJ Association for Middle Level Education Conference	3/15/19	Registration Fees
Jamie Getrajdman	Social Studies-EMS	NJ Association for Middle Level Education Conference	3/15/19	Travel, Registration Fees
Kimberly Hentze	Resource – Washington	NJ International Dyslexia Association and NJ Speech-Language-	3/15/19	Travel, Registration Fees

		Hearing Association		
Jenny Hershberger	Grade 2 - Washington	NJ International Dyslexia Association and NJ Speech-Language-Hearing Association	3/15/19	Travel, Registration Fees
Danielle Rowland	Grade 2 - Washington	NJ International Dyslexia Association and NJ Speech-Language-Hearing Association	3/15/19	Travel, Registration Fees
Jennifer Ingle	Grade 7 LAL - EMS	NJ International Dyslexia Association and NJ Speech-Language-Hearing Association	3/15/19	Travel, Registration Fees
Jo-Ann Geary	Speech and Language - Coolidge and Eisenhower	NJ International Dyslexia Association and NJ Speech-Language-Hearing Association	3/15/19	Travel, Registration Fees
Sue Dobson	Guidance - EMS	Traumatic Stress and Mind-Body Practices Care Plus	3/21/19	Registration Fees
Stacey Linzenbold	Supervisor of Special Projects	League of Innovative Schools – Spring 2019 Meeting	3/24/19 – 3/28/19	Travel, Accommodations, Meals
Chris Giordano	Assistant Principal - Eisenhower	League of Innovative Schools – Spring 2019 Meeting	3/24/19 – 3/28/19	Travel, Accommodations, Meals
Cheryl Aloia	Grade 2 - Coolidge	Fairleigh Dickinson University – Multisensory Math Skills	3/29/19 – 3/30/19	Registration Fees
Susan Yadoff	Nurse - Eisenhower	2019 New Jersey State School Nurses Association Spring Conference	3/30/19	Registration Fees
Steve Fitzsimmons	Maintenance	NAETI NY/NJ EPA/AHERA Asbestos Building Inspector/Management and Planner Refresher	4/2/19	Travel, Registration Fees
Pat Lee	Principal - Lincoln	Oppositional, Defiant and Disruptive Children and Adolescents	4/4/19	Registration Fees
Steve Fitzsimmons	Maintenance	NAETI 1-Day NY/NJ EPA/AHERA Asbestos Supervisor Refresher	4/23/19	Travel, Registration Fees
Monique Sarfity	Art - EMS	American Mosaic Summit	4/24/19 – 4/27/19	n/a
Maia Mitchell	Grade 5 – Coolidge	Blue School – Educator's Tour	3/20/19	Travel
Paige	Grade 5 –	Blue School – Educator's	3/20/19	Travel

Visbeen	Coolidge	Tour		
Jigisha Vyas	Instructional Coach – Coolidge	Blue School – Educator’s Tour	3/20/19	Travel
Grace White	Director of C & I	Blue School – Educator’s Tour	5/8/19	Travel
Debbie Herold	Director of Student Personnel Services	Blue School – Educator’s Tour	3/20/19	Travel
Beth Lancellotti	School Psychologist	Blue School – Educator’s Tour	3/20/19	Travel
Sue Dobson	Guidance – Eisenhower	2 nd Annual Student Mental health Symposium	5/8/19	Travel
Katie de St. Paer	Elementary Gifted and Talented	Elementary Enrichment/Gifted and Talented Round Table Discussion	5/31/19	Travel

2. To approve the reading/adoption of the attached Wyckoff Township Board of Education Policies and Regulations as follows:

POLICY #	REG #	TITLE	1 ST READING	NOTES/REASONS FOR REVISIONS
		2000 Series - PROGRAM		
2415.06		Unsafe School Choice Option (M)	2/11/19	Student Safety Data (SSDS) replaces Electronic Violence and Vandalism Reporting System (EVVRS)
	2460.8	Special Education – Free and Appropriate Public Education (M)	2/11/19	Student Safety Data System (SSDS) replaces Electronic Violence and Vandalism Reporting System (EVVRS)
2610		Educational Program Evaluation (M)	2/11/19	Revisions address the need for districts to use multiple forms of data in monitoring student achievement
		5000 Series - STUDENTS		
	5530	Substance Abuse (M)	2/11/19	Student Safety Data System (SSDS) replaces Electronic Violence and Vandalism Reporting System (EVVRS)
5600	5600	Student Discipline/Code of Conduct (M)	2/11/19	Student Safety Data System (SSDS) replaces Electronic Violence and Vandalism Reporting System (EVVRS). Additional flexibility given to Superintendent to remove students as appropriate. Change of statute numbers. (REG)
5611		Removal of Students for Firearms Offenses (M)	2/11/19	Student Safety Data System (SSDS) replaces Electronic Violence and Vandalism Reporting

Categories of HIB Investigations	Gender Other Distinguishing Physical Characteristics
Types of Discipline	Out of School Suspensions on confirmed case; warnings on non-confirmed case
Other Measures Taken	Individual Counseling, schedule change for confirmed HIB case
Training Provided	Ongoing Staff & Student Trainings
VIOLENCE, VANDALISM, WEAPONS AND SUBSTANCE ABUSE REPORTS	
Count of Incidents	2 Fights
Cost of Vandalism	\$0
Number of Offenders and Victims	4 total offenders and 0 victims
Actions Taken by the District	Disciplinary action; communication with families (meetings and letters).
Disciplinary Actions	3 of the 4 offenders who fought were suspended and given Level Letters (disciplinary system for 8th graders)

Roll Call Vote –

Della Pietra –YES Kaspar–YES Martone – YES Murtha – ABSENT

Nico – YES McHugh – YES Francin – YES

VII. COMMUNICATION FROM PUBLIC

A staff member thanked Dr. Feifer for the early notice of closures due to snow.

VIII. NEW BUSINESS ITEMS

Ms. Salvati confirmed a quorum for a Special Meeting on Monday, March 18, 2019 to adopt the tentative budget for submission the Count Executive Superintendent.

At 7:30 PM the Board took a recess from the Regular Business Meeting and entered into a Private Executive Session.

IX. ADVANCE PLANNING

All Work Sessions and Regular Business Meetings are held at Eisenhower Middle School, 344 Calvin Court, Wyckoff, New Jersey 07481 unless otherwise noted.

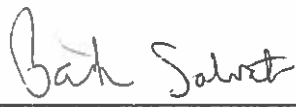
Future Meeting Dates:

1. March 18, 2019
Special Meeting to adopt the Tentative Budget @ 7:00 PM.

2. March 25, 2019
Regular Business Meeting @6:30 pm

X. ADJOURNMENT

At 8:20 PM the Board returned to the Regular Business Meeting and the meeting was adjourned.



Patricia A. Salvati
Business Administrator/Board Secretary